

DISTRICT OF COLUMBIA  
EDUCATION LICENSURE COMMISSION  
Public Session No. 15-07  
July 2, 2015  
810 First Street, NE  
3<sup>rd</sup> floor  
Washington, DC 20002

10:30 am

**I. Call to Order**

Commissioner Gailda Davis called the meeting to order at 11:12 am.

Commissioners Present: Commissioner Gailda P. Davis, Ed.D., Chair  
Commissioner Johnetta Davis, Ph.D., Vice Chair  
Commissioner Mary E. Dilworth, Ed.D., Secretary  
Commissioner Joanne D. Joyner, Ph.D.

Staff Present: Angela Lee, Executive Director  
Alesia Henry, Education Compliance Specialist  
Dorothy Thomas, Education Compliance Specialist  
Rose Fields, Administrative Assistant  
Michael McMiller, Assistant Attorney General Counsel

Guests Present: Educators School of Education  
Philip Schmidt, President  
Emily Feistritz, CEO  
  
Mentora College  
Caitlin O'Connell, Deputy Director  
  
MedTech College  
LeShawn Roberts, Director of Academic Operations  
  
University of Potomac  
Clinton Gardner, President  
  
University of Potomac  
Walter Person, Vice President of Assessment

## **II. Ascertainment of Quorum**

Four (4) Commission members were present constituting a quorum.

## **III. Approval of the Agenda**

The Commission voted to approve the July 2, 2015 agenda.

## **IV. Approval of May 7, 2015 meeting minutes**

The Commission voted to approve minutes from the May 7, 2015 meeting, with one noted correction to strike the word "all" noting that there were three (3) Commission members present.

## **V. Commission Approved Applications**

### **A. One year approval list**

The Commission voted to approve the following applications for a period of one (1) year, not to exceed July 31, 2016.

#### **Institutions**

BAU International University (D)  
Case Western Reserve University (D)  
Programs)  
\*VMT Education Center (ND)  
Washington University in St. Louis (D)

#### **License Type**

Renewal  
Renewal/Amendment (New  
Amendment (New Location)  
Renewal

#### **Conditional Exemptions**

EF International (ND)  
Michigan State University (ND)

#### **Approval Type**

Renewal  
Renewal

### **B. Two year approval list**

The Commission voted to approve the following application for a period of two (2) years not to exceed July 31, 2017.

#### **Institutions**

International Center for Language Studies, Inc. (ND)  
LADO Enterprises, Inc.

#### **License Type**

Renewal  
Renewal

Key: (D) – Degree Institution (ND) – Non-Degree Institution (P) – Provisional (R) – Renewal  
(A) – Amendment

\* The licensure period for institutions, only amending for new programs or new location their license will remain in effect.

## **VI. Provisional Application**

### **A. TeachNow, Inc., d/b/a Educators School of Education**

TeachNow submitted to the Commission an application for a provisional licensure to offer a Master Degree in Education and Certificates in a Teacher Preparation Program. Both of the programs are 100% online, however both programs have 12 weeks of clinical.

Three Commissioners voted to approve and Commissioner Mary Dilworth recused herself from voting on the application. TeachNow, Inc., d/b/a Educators School of Education was approved for a period of one (1) year not to exceed July 31, 2016 with the condition of submitting a resume for the Clinical Coordinator listed on the organizational chart.

### **B. Medtech Institute (Agent Application)**

Medtech Institute submitted to the Commission a provisional agent's license application requesting approval of representative Ashley Marie Clampitt to enroll and recruit students of the District of Columbia.

The Commission decided to table the discussion of the provisional agent's license application until the next public meeting for Representative Ashley Marie Clampitt of MedTech Institute.

## **VII. Renewal/Amendment Applications**

### **A. BUEI, LLC**

BUEI submitted to the Commission a request for an amendment of its educational license to change its institutional name from BUEI, LLC to BUEI, LLC doing business as Mentora College.

The Commission voted to approve the name change request to synchronize with the existing license period through March 30, 2016. The Commission noted that it is not our practice for an institution to use the term *college* when it is not a degree granting institution. A waiver is granted to use the term "college" in its name given the fact that the institution only serves international students and the use of the term college is not misleading.

### **B. University of the Potomac**

The University of the Potomac submitted to the Commission an application for amendment to its existing license to offer four (4) new programs to its existing license (1) Bachelor of Science in Hospitality and Tourism Management; (2) Master of Healthcare Administration; (3) Master of Science Information Technology; and (4) English as a Second Language.

The Commission voted to approve three new programs, (1) Bachelor of Science in Hospitality and Tourism Management, (2) Master of Healthcare Administration, and (3) Master of Science Information Technology to the existing license with the expiration of January 31, 2016. English as a Second Language is not an academic program but a support service, which does not require approval. The approval has conditions of a satisfactory reaccreditation by Middle States Commission on Higher Education and submission of additional tuition and fee information for the Hospitality program.

**C. Technical Learning Centers, Inc. d/b/a DuPont Career College**

Technical Learning Center submitted to the Commission an amendment application to amend their existing license to change their trade name with the new name being Technical Learning Center, Inc., trading as DuPont Career College.

The Commission voted to approve the amendment application of Technical Learning Center to amend its license by using the trade name DuPont Career College with the conditions of submitting proof of signage with the new name, updated brochures, printed materials, advertisements, etc.

**VIII. Conditional Exemption Requests**

**A. Saint Leo University**

Saint Leo University submitted to the Commission a request for Conditional Exemption to offer internships in the District of Columbia for students enrolled in Health Care Management and Human Resource Management programs. Students are responsible for identifying their own internship sites for approval by the institution.

The Commission voted to approve the request of Saint Leo University to receive a Conditional Exemption under the provisions of DC Official Code §38-1310 for “Education provided as a local offering of a foreign institution”, to offer internships in Washington, DC for a period of one (1) year not to exceed July 31, 2016.

**B. Arcadia University**

Arcadia University submitted to the Commission a request for a Conditional Exemption to offer clinical internships in the District of Columbia for students enrolled in Physical Therapy, Medical Science, Public Health, and International Peace and Conflict Resolution programs. Students are responsible for identifying their own internship sites for approval by the institution.

The Commission voted to approve the request of Arcadia University to receive a Conditional Exemption under the provisions of DC Official Code §38-1310 for “Education provided as a local offering of a foreign institution”, to offer internships in Washington, DC for a period of one (1) year not to exceed July 31, 2016.

**IX. Closure Plan**

**A. Global Proof Productions**

Global Proof Productions also known as the DC Bartending School submitted to the Commission a closure plan.

The Commission voted to accept the closure plan of Global Proof Productions as sufficient to satisfy the requirement of Section 8129.3 of the ELC non-degree granting regulations pertaining to institutional closure.

## **X. Correspondence and Communications**

### **A. Central Michigan University**

Central Michigan University sent notification that the Board of Trustees have voted to raise tuition. The graduate rates will increase from \$510.00 to \$527.00 per credit. Undergraduate tuition will increase from \$387.00 to \$395.00 per credit.

No action is required at this time by the Commission.

### **B. Washington Center for Psychoanalysis, Inc.**

Washington Center for Psychoanalysis submitted a request to the Commission to waive a number of the existing non-degree granting regulation requirements based on the structure of their institution. These requirements included the audit requirement, faculty appointment, admission standards, job placement rates, the published catalog, and the consideration of multi-year license.

The Commission decided to postpone deliberations on the application for renewal as well as the waiver request until the next public meeting.

### **C. Paralegal Institute**

Paralegal Institute submitted a letter in response to the conditions for the renewal of the existing license. The institution has complied with the request of the data survey and has requested an extension for the submission of the yearly audit.

No action is required at this time by the Commission.

### **D. Intellect Health Institute**

Intellect Health Institute was scheduled to appear before the Commission today; however, the owner of the institution requested to be rescheduled until the next meeting due to personal family matters.

No action is required at this time by the Commission.

### **E. Career Technical Institute**

Career technical Institute sent notice to the Commission regarding changes in its Associate Degree of Applied Science in Allied Healthcare Medical Assistance concentration program. The change does not affect the length of the program nor the tuition rate; the institution has added Biology based on the feedback from its advisory board, faculty and staff.

No action is required at this time by the Commission.

**F. Washington Theological Union**

The Washington Theological Union (WTU) submitted notification to the Commission that the institution ceases educational operations effective June 30, 2015. The notice also informed the Commission that the official student records have been transferred to the registrar's office at Saint Barnum University in New York.

The Commission requested that WTU provide the ELC with a copy of the closure plan submitted to Middle States Commission for Higher Education (MSCHE) in lieu of the ELC required closure plan.

**G. Webster University**

Webster University submitted a letter notifying the Commission that the relationship that the institution was trying to establish with the DC National Guard, will not move forward at this time.

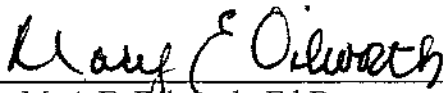
**XI. Public Comments (2 minutes per person)**

No public comments.

**XII. Adjournment**

Having no further business, the meeting was adjourned at 1:26 pm.

Respectfully submitted,



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Commissioner Mary E. Dilworth, Ed.D.  
Secretary